

Housing Authority - County of Los Angeles

April 30, 2007

To: Each Supervisor

From: Carlos Jackson, Executive Director

SUBJECT: MOTION REGARDING HOUSING LOCATOR SERVICES

This is a follow-up to my memorandum of April 16, 2007 wherein I discussed contracting with housing locators to substantially increase our client success rate by teaching voucher holders how to conduct housing searches. Also, my memorandum identified available funds that could be used for this service, without impacting existing services.

On May 8, 2007, your Board will be asked to approve a motion (copy attached) by Commissioners Burke and Molina, authorizing me to execute a contract with an experienced housing locator firm. The contract will not exceed \$300,000. We will work with the firm to initiate services, no more than 30 days from the date of Board approval. Please let me know if you have any questions or need additional information.

CJ:sm

Attachment

c: Each Deputy

Rosemary Gutierrez, Analyst, CAO

MOTION BY COMMISSIONERS BURKE AND MOLINA

At the meeting of April 3, 2007, the Board instructed the Executive Director of the Housing Authority to provide monthly reports on the Housing Choice Voucher (Section 8) Program, and to identify \$300,000 in Housing Authority funds for housing locator services to increase voucher utilization and improve the lease-up rate for the program, without negatively impacting services supported by the Housing Authority's current budget. On April 16, 2007, the Executive Director reported to the Board that Housing Authority administrative funds reserves could be used for the needed services.

The Housing Authority policy allows families up to six months to locate housing following issuance of a voucher; if the family is unable to locate housing, the voucher expires and is issued to a new family from the waiting list. Currently, one out of every two voucher holders is able to locate housing within the allotted time. Due to the tight rental market in Los Angeles County and the number of vouchers being issued by neighboring housing authorities, it is increasingly difficult for families to locate housing within the Los Angeles area and to maintain the current two to one ratio. Additionally, as the Executive Director reported in his April 16th memorandum, the immediate challenge to achieving higher voucher utilization is a lack of affordable housing and participant terminations.

In order to address this problem, it is proposed that the Housing Authority enter into a contract with Del Richardson & Associates, Inc., an experienced housing locator firm. On July 25, 2006, this firm entered into a contract with the Department of Public Social Services (DPSS) to provide housing locator services for homeless CalWORKs families. The competitive procurement process conducted by DPSS allows other County departments and agencies to retain the firm to perform similar services for a similar purpose.

The goal is to assist approximately 400 voucher holders, from referral to successful placement, and thereby maximize voucher utilization, improve the two to one ratio, and ultimately increase the Housing Authority's lease-up rate for the Housing Choice Voucher program.

This matter will be provided to the Housing Commission for concurrence at its next meeting.

I, THEREFORE, MOVE THAT the Board of Commissioners of the Housing Authority:

1. Find that negotiating and executing a contract with Del Richardson & Associates, Inc., a housing locator services firm, to assist Housing Authority voucher holders secure housing under the Section 8 program is exempt from the provisions of the California Environmental Quality Act (CEQA), because the activity does not have the potential for causing a significant effect on the environment.

2. Authorize the Executive Director to use a maximum of \$300,000 in Housing Authority administrative fund reserves for housing locator services, to be performed by Del Richardson & Associates, Inc., to increase housing voucher utilization and improve the overall lease-up rate for the Section 8 program; and authorize the Executive Director to incorporate these funds into the Housing Authority's approved Fiscal Year 2006-2007 budget.
3. Authorize the Executive Director to negotiate and execute a housing locator services contract with Del Richardson & Associates, Inc., to be effective no later than June 1, 2007 through December 31, 2007, following approval as to form by County Counsel and execution by all parties.

MOTION

Molina_____

Burke_____

Knabe_____

Antonovich_____

Yaroslavsky_____